

Minutes
SKOWHEGAN ECONOMIC DEVELOPMENT CORPORATION
REGULAR MEETING
March 7, 2018
7:00 AM
Renaissance Center – Conference Room

Members Present:

Jason Gayne, Chairman
Doreen Poulin, Vice-Chairman (arrived 7:05 a.m.)
Todd Smith, Treasurer
Betty Austin
Matt Dubois
Reid Gibson Kurt Maynard

Members Absent:

Kristina Cannon
Sally Dwyer
Bill Finley

Others Present:

Dena Rich, Recording Secretary
Jeff Hewett, Director of Economic & Community Dev.

1. Call regular meeting to order.

Jason Gayne called meeting to order at 7:01 a.m., quorum was met.

2. Approve the Skowhegan Economic Development Corporation minutes the “regular” meeting January 24, 2018 and February 21, 2018.

Motion by Betty Austin, seconded by Todd Smith to approve the minutes from the “regular” meeting January 24, 2018 and February 21, 2018 meeting as written. Vote 6-0 motion carried.

3. Approve the Skowhegan Economic Development Corporation financials from January and February.

Motion by Matt Dubois, seconded by Betty Austin to approve the financials from January and February. Vote 7-0, motion carried.

4. Old Business

a. Discussion and decision on Leah Donoghue Lease renewal of the Retail Space on the ground floor of the Renaissance Center. (Lease is due in May 2018).

Motion by Reid Gibson, seconded by Matt Dubois to renew a one-year lease with Leah Donoghue for the Retail Space on the ground floor of the Renaissance

Center with an increase of 1% or a minimum of \$5.00 increase for a monthly rate of \$430.00 with heat included. Vote 7-0, motion carried.

b. Discussion and decision on Gerald Thibault Lease renewal of Office Space on the second floor of the Renaissance Center. (Lease is due in May 2018).

Motion by Matt Dubois, seconded by Reid Gibson to renew a one-year lease with Gerald Thibault for Office Space on the second floor of the Renaissance Center with an increase of 1% or a minimum of \$5.00 increase for a monthly rate of \$430.00 with all utilities included except for telephone service. Vote 7-0, motion carried.

c. Review SEDC By-Laws.

Motion by Betty Austin, seconded by Matt Dubois to leave the SEDC By-Laws as they are written and review them next year at this time. Vote 7-0, motion carried.

Dena Rich will have the By-Laws typed and dated for Members signatures at our next meeting in April.

5. New Business

a. Discussion on a fundraising campaign for the KVI Building.

Matt Dubois said he had been talking with Main Street to help with grant opportunities and also recognizing a fundraising pyramid to see who we can go after with successful support from the community. Matt Dubois said he has been talking with a group who would be interested in developing the space, but still want their names to stay anonymous at this time.

Jeff Hewett let the Board know that both Jason Gayne and himself had talked with KVCOG about the Brownsfield Project. KVCOG has said there is not a lot of chance we could get grant dollars out of Brownsfield, they did say we could get 1% money to do abatement and some of the teardown though. The reason we as SEDC could not get grant dollars is that it is only available to Municipalities and the Town would have to own the facility 100%; the Town does not want to do that.

Jeff Hewett said the Board should also be considering since we own the building to work with the Town on two issues. First would be to get an easement or right away in place for a sewer line from the parking lot to Court Street. The second issue is to make that space between the builds a public way, as of right now it is private but public still use that area. For example: This could be that we retain the parking spaces but the Town maintains the area like they do already in the Municipal Parking lot.

Betty Austin asked about the Downtown TIF Funds.

Jeff Hewett said that is an option that the Downtown TIF could be used for the abatement or a right away that is under the categories in the TIF. Jeff Hewett said that it would be up to the Town to decide where the funds would come for the cost of a right away or easement if they chose to do an agreement with SEDC.

Motion by Reid Gibson, seconded by Matt Dubois to have Jeff Hewett start a formal application of \$20,000.00 request for the abatement of the KVI building to the Downtown TIF Committee. Vote 7-0, motion carried.

The Board asked Jeff Hewett to speak with Christine Almand the Town Manager to have a workshop set up with the Selectmen and SEDC Board Members to discuss negotiations of an easement or a right away.

The Board agreed to make a Sub-Committee to start doing letters for fundraising; members on committee are Reid Gibson, Matt Dubois and Kristina Cannon.

6. Member Topics

Broadband - No updates at this time.

Natural Gas - No updates at this time.

Acquisition/Development - No updates at this time.

Marketing - No updates at this time.

Run of River - No updates at this time.

7. Items by the Members

Todd Smith said at last night's Planning Board Meeting, the Board signed the Permit for Glen Laney to proceed with his gas station project on Madison Avenue.

8. Economic & Community Development Office Items

Jeff Hewett let the Board know that the invoice from Glen Steuber to fix the bolts in the Northgate Industrial Building, went over \$110.00 due to Jeff asked Glen to inspect the roof of the building; which was not part of the quote. There had been some major rain come thru and a leak had happened, Glen went up and patched the area. In the spring or summer time the Board should think about replacing the ridge cap. There is a leak that Jeff Hewett said he cannot tell if it is coming from the outside or condensation. Also, in the loading dock sections at some point will need to have cement pads put in; the trailers are causing a sinking affect so the forklifts are not able to properly load the trailers. The whole parking lot will also need to be looked at possibly just sealing the cracks or just a complete overcoat; it is the original hot top put in over 20 years ago.

Jeff Hewett let the Board know that we have had a few people contact our office about getting items out of the KVI such as material to make other items out of. The Board agreed that no one other than contactors to abate the building or teardown estimates be allowed into the building until demo day and the contactor allows it.

Motion to adjourn by Matt Dubois, seconded by Todd Smith at 8:01 a.m.